

















# ADMINISTRATIVE NOTES



Superintendent  
of Documents

## LIBRARY PROGRAMS SERVICE

Vol. 6, No. 1

GP 3.16/3-2:6/1

JANUARY 1985

### A MESSAGE FROM THE PUBLIC PRINTER

Dear Depository Librarians,


As the new year begins, I would like to take this opportunity to acknowledge your contribution to and to express my support of the Depository Library Program. All of us involved in the Program recognize the vital role it plays in our democracy. The United States Government is the world's largest publisher and providing access to this vast array of publications is essential to an informed people.

As Depository Librarians, the expertise and dedication you bring to your profession are of the highest importance. Promoting awareness and use of your collections, as well as providing expert reference service and maintenance of the materials are fundamental to serving the information needs of your community.

During the past year, the GPO has initiated special efforts to alert the American people to the Depository Program. Awareness and access are the central themes of our marketing campaign. Our goal is to bring Depository Libraries to the attention of all who may benefit from their resources. With the wide variety of information available, we have a substantial market to reach. Your willingness to participate in this important venture is vital to the success of the campaign.

I pledge my full support to this awareness program, and invite your continued assistance during the coming months in alerting the American public to the Depository Library Program and the wealth of information that it provides.

Sincerely,

  
RALPH E. KENNICKELL, JR.  
Public Printer

## ADVOCATE

The title Advocate (SuDoc class number D 108.109:, item number 0034-C) was changed to Army Lawyer with volume 16, number 3.

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## ARCHIVES AND SPECIAL COLLECTIONS TO SMITHSONIAN INSTITUTION

The Smithsonian Institution has informed the Library Programs Service that an index for the Archives and Special Collections to Smithsonian Institution, (SuDoc class number SI 1.34:, item number 0910-H), has never been published.

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## NATO REVIEW

The State Department has informed GPO that NATO Review (SuDoc class number S 1.135:, item number 0864-B-05 is not a Government publication as defined by 44 U.S. Code § 1901. Therefore, the GPO will no longer distribute the publication to depository libraries.

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## NUCLEAR REGULATORY COMMISSION RULES AND REGULATIONS

The Nuclear Regulatory Commission Rules and Regulations (SuDoc class number Y 3.N 88:6, item number 1052) supplements with the suffix 'M' are special editions for medical personnel. These supplements are included in the basic supplement with the same number; thus, supplement 24 includes 24-M.

\*\*\*\*\*

## NAME AUTHORITIES CUMULATIVE MICROFORM EDITION

The Library of Congress has informed GPO that Name Authorities Cumulative Edition SuDoc class number LC 30.21:, item number 0815-A) "is a cooperative publication that includes data contributed by outside libraries and must be sold by the Library of Congress in order to be self-sustaining." Thus, the publication falls under an exception of 44 U.S. Code § 1903 and will no longer be distributed to the U.S. depository libraries.

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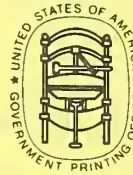
## GPO/LPS INFORMATION AT ALA

This issue of ADMINISTRATIVE NOTES is designed to share with readers some of the information made available at the January 5-10, 1985, ALA Midwinter Meeting, which was held in Washington, D.C. GPO/LPS Fact Sheets are included.

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# NEWS RELEASE



UNITED  
STATES  
GOVERNMENT  
PRINTING  
OFFICE

For Release: December 20, 1984  
IMMEDIATE

Contact: Sally Bloom, Acting  
Legislative Liaison/  
Public Affairs Officer  
(202) 275-3204

## RALPH E. KENNICKELL, JR. BECOMES 21ST PUBLIC PRINTER OF THE UNITED STATES

President Reagan has named Ralph E. Kennickell, Jr. as Public Printer in a recess appointment made December 11, 1984. As the 21st Public Printer, the 39-year-old Kennickell heads the U.S. Government Printing Office (GPO), one of the largest printing and information disseminating organizations in the world. With more than 5,500 employees, GPO is the largest industrial employer in the Nation's Capital.

Before his appointment as Public Printer, Kennickell served the Reagan Administration at both the Treasury Department and the Small Business Administration.

A native of Savannah, GA, the new Public Printer went to work in 1971 for the Kennickell Printing Company, a family-owned firm since 1892. Proud of his heritage, he speaks of being reared in the tradition of a "printer's devil."

Kennickell served in the U.S. Army from 1967 to 1971. His first tour of duty was as an artillery battery commander in West Germany from 1968 to 1970. In early 1970, he became combat commander of a mobile advisory team serving in the Mekong Delta of Vietnam. Before his honorable discharge as a captain in the Army Field Artillery in 1971, he had earned the Vietnamese Cross of Gallantry and the Bronze Star.

He attended public schools in Savannah and in 1967 received a bachelor's

-more-

degree in business administration from The Citadel Military College, Charleston, SC, where he was a Senior Cadet Officer.

During his years at Kennickell Printing, the firm received numerous first place graphic awards for design in 1978, 1979, and 1980 and was given the Cammac Award for Sustained Advertising Excellence and Service in 1980. Kennickell has served as president of the Advertising Club of Savannah. In 1976, he served on the Leadership Savannah Committee.

An active sports enthusiast, he enjoys such activities as golf, tennis, bird hunting, and bowling. Kennickell and his wife, the former Barbara H. Davis, live in Reston, VA with their two sons, Ralph E. III and Jason.

# NEWS RELEASE



UNITED  
STATES  
GOVERNMENT  
PRINTING  
OFFICE

For Release: January 7, 1985  
IMMEDIATE

Contact: Renee Bafalis  
202-275-3138

RALPH E. KENNICKELL, JR.  
PUBLIC PRINTER OF THE UNITED STATES  
ANNOUNCES APPOINTMENTS AT THE  
GOVERNMENT PRINTING OFFICE

Public Printer Ralph E. Kennickell, Jr. today announced the following personnel appointments at the Government Printing Office (GPO).

"These changes are designed to enhance and improve the management and public service capabilities of the Government Printing Office," said Kennickell. "We will be making the best use of some exceptionally talented professionals at GPO who will continue to improve the overall effectiveness of this organization."

The changes are:

Donald E. Fossedal, currently Director of Marketing at the Government Printing Office, to be Acting Assistant Public Printer/Superintendent of Documents. Mr. Fossedal will continue to exercise management supervision over the Marketing Department.

Stuart M. Foss, Director of Labor-Management Relations at the Government Printing Office, to be Acting Assistant Public Printer for Human Resources, with responsibilities for Personnel, Equal Employment Opportunity and Labor-Management Relations.

J. Emory Crandall, formerly with Senator Mack Mattingly (R-Ga.), has been named Special Assistant to the Public Printer. With 16 years experience on Capitol Hill, Mr. Crandall will also assist in Legislative Affairs.

Donna McClafferty, formerly Special Assistant to the Deputy Administrator at the Small Business Administration, has been named Mr. Kennickell's Administrative Assistant.

DEPOSITORY ADMINISTRATION BRANCH SHIPPING LIST FOR THE WEEK OF DECEMBER 17, 1984

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
December 17, 1984	December 18, 1984	December 19, 1984	December 20, 1984	December 21, 1984
P841217-1 P841217-2 P841217-3 P841217-4#	P841218-1 P841218-2 P841218-3 P841218-4 P841218-5#	P841219-1 P841219-2 P841219-3#	P841220-1 P841220-2 P841220-3 P841220-4#	P841221-1 P841221-2 P841221-3 P841221-4 P841221-5#
M841217-1 M841217-2 M841217-3 M841217-4 M841217-5 M841217-6 M841217-7 M841217-8 M841217-9 M841217-10 M841217-11 M841217-12#	M841218-1 M841218-2#	NONE SCHEDULED	NONE SCHEDULED	M841221-1#

AN-v6n1-1/85

PAPER

MICROFICHE



MONDAY December 24, 1984	TUESDAY December 25, 1984	WEDNESDAY December 26, 1984	THURSDAY December 27, 1984	FRIDAY December 28, 1984
P841224-1 P841224-2 P841224-3#	HOLIDAY	P841226-1 P841226-2#	P841227-1 P841227-2#	P841228-1 P841228-2 P841228-3 P841228-4 P841228-5 P841228-6#
M841224-1 M841224-2 M841224-3 M841224-4#	HOLIDAY	M841226-1 M841226-2 M841226-3 M841226-4 M841226-5 M841226-6#	M841227-1 M841227-2 M841227-3 M841227-4 M841227-5#	M841228-1 M841228-2 M841228-3 M841228-4 M841228-5 M841228-6#

AN-v6n1-1/85

PAPER

MICROFICHE

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
<div>December 31, 1984</div> <div> P841231-1  P841231-2  P841231-3  P841231-4  P841231-5  P841231-6  P841231-7# </div>				
<div> M841231-1  M841231-2  M841231-3# </div>				<div>AN-v6n1-1/85</div>

PAPER

MICROFICHE



# Fact Sheet

## CLASSIFICATION MANUAL

In August 1983, the Library Programs Service awarded a contract to Mrs. Mae Collins, former Chief, Library Division, to develop a Classification Manual. The Manual is intended to describe the development of the SuDocs Classification System and to formalize procedures for assigning Superintendent of Documents' classification numbers to U.S. Government documents. The Manual will discuss the history of the Superintendent of Documents' classification scheme, the formulation of author symbols, series designations, and book numbers. Congressional and related publications and exceptions, problems, and miscellaneous instructions will be discussed in their own chapters.

At the request of the Joint Committee on Printing, the draft Manual has been submitted to Karlo Mustonen, Mary Elizabeth Poole, Roberta Scull, and Tae Moon Lee for review. The review period ended on August 31, 1984. Publication of the Manual is anticipated in 1985.

The Manual will be distributed to all depository libraries. The Sales Service plans to sell the Manual and its updates.



# Fact Sheet

## INSPECTIONS

The Depository Library Inspectors examined 232 libraries in Fiscal Year 1984. Since six of these depositories fell below standard, they were placed on probation. Six other depositories, put on probation during Fiscal Year 1983, were reinspected and removed from probationary status because of significant improvement.

This past year, the inspection schedule concentrated primarily on the Midwest. During Fiscal Year 1985, the itineraries will focus on those libraries which were last examined prior to 1980.

Joseph McClane has been appointed to the position of Chief Inspector. Two people have been nominated to fill the inspection positions that have been vacant since June. The new Inspectors should be on board by mid-January.





# Fact Sheet

## GPO/USGS/DMA MAP PROJECT

The GPO/USGS/DMA map distribution project officially got underway on October 1, 1984; and the first shipments of maps to depositories were mailed in mid-October. These shipments, containing both U.S. Geological Survey and Defense Mapping Agency maps, are being assembled and mailed to depositories from the USGS facilities in Arlington, Virginia, and Denver, Colorado. The Arlington facility handles all the DMA maps and the USGS maps of areas east of the Mississippi, while Denver specializes in the USGS maps west of the Mississippi. Shipping lists are compiled at LPS following distribution, much in the same way that other separate shipments are processed, and are sent to the depositories as soon after the shipment as our processing constraints will permit. By this time, over 1,000 USGS and DMA maps have been distributed, with the vast majority being in the 7.5 minute topographic quadrangle series from USGS. LPS personnel are cataloging the maps into the OCLC data base; and first printed cataloging from the project will appear in the February 1985 Monthly Catalog.

For those libraries which may be experiencing difficulties or would like additional information on the project, the following contacts should be used for different aspects of the program.

For USGS maps never received, claims for all maps during the initial 60 day period following distribution, replacement copies of lost or damaged maps, or additional information on USGS maps, contact:

Chief, Product Policy Distribution Office  
U.S. Geological Survey  
National Mapping Division, MS 508  
12201 Sunrise Valley Drive  
Reston, VA 22092

Telephone: (703) 860-7186

For DMA map claims after the initial 60 day period, re-  
placement copies, or product information, contact:

Director  
DMA Hydrographic/Topographic Center  
ATTEN.: SDSI  
6500 Brookes Lane  
Washington, D.C. 20315

Telephone: Mr. Ray Lawyer, (202) 227-2109

For library address changes, changes in item selections,  
or bibliographic information, contact:

Director, Library Programs Service  
U.S. Government Printing Office  
5236 Eisenhower Avenue  
Alexandria, VA 22304

Telephone: Barbara Appel, Chief, Depository  
Administration Branch, (703) 557-9026

Telephone: Gil Baldwin, Chief, Cataloging  
Section 2, (703) 557-1409

# The Federal Depository Library Program



Office of the Public Printer

Washington, D.C. 20401

## \*\*MARKETING UPDATE\*\*

The Depository Library awareness campaign has been in full swing for just over a year now, and I thought this would be a good time to take a look at what we all have achieved and what goals we should set for the future.

-The campaign began with a two-fold agenda:

1. to alert the library community to our promotional campaign and to request their support of it,
2. to alert the general public to the Depository Library Program.

Through correspondence; the distribution of bookmarks, posters, and brochures; speaking engagements at selected library conferences; ads in major library journals; and the promotion of Depository Libraries by individual Government documents librarians, we are building a strong educational foundation for the campaign. More librarians are aware of the Program and are, therefore, more likely to refer their patrons to the Depositories.

Through TV and radio public service announcements (more than 500 stations, plus the major networks, have been identified as airing the spots) we are reaching millions of viewers and listeners with our message. GPO's Media Specialist is individually contacting stations in major cities, requesting airtime for the spots. Print PSAs are being developed for distribution to more than 15,000 newspapers and magazines. This should be a particularly effective medium, as we will be reaching an audience which is predisposed to reading, and thus more likely to use libraries.

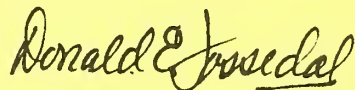
### - Future Plans:

The Advertising Council has recently announced its support of the campaign. This Ad Council backing should increase the probability of having the PSAs aired and printed all across the country. I also look forward to some assistance from a nationally prominent advertising agency in creating additional promotional materials and enhancing the distribution of our PSAs.

Speaking engagements to non-library organizations (Chamber of Commerce, League of Women Voters, National Educational Association) which serve as effective multipliers, are being considered for the upcoming year. We hope to contact representatives of national organizations who can, in turn, relay our message to their members. Reaching elementary and high

school teachers will be a key to educating the next generation of Depository users. Continued participation in the National Library Week Partners Program will further our involvement with national non-library groups.

Developing greater public involvement in the Depository Library Program will be a gradual, long term process. The general public must first be made more aware of the Program, educated to its purpose, then motivated to visit and revisit the Depositories. Encouraging people to establish new habits, whether it be trying a new grooming product or visiting a Depository Library, is always a lengthy process. However, together we have accomplished a great deal during the first year of the campaign and, with your continued support and cooperation, we look forward to an equally successful program in the upcoming year.

A handwritten signature in dark ink, reading "Donald E. Fossedal". The signature is written in a cursive style with a prominent loop at the end of the last name.

DONALD E. FOSSEDAL  
Director of Marketing

January 1985  
ALA Midwinter Meeting





# Fact Sheet

## SERIAL SET IN MICROFICHE

### 96th Congressional Serial Set

In ADMINISTRATIVE NOTES (December 1982, Volume 3, Number 7), the Library Programs Service surveyed depository libraries' needs for microfiche to fill in the gaps in their holdings of the 96th Congress, 1st Session (96-1) Serial Set (individual reports and documents). Due to the long lapse of time involved in filling the gaps, a second survey was run and tallied in August 1984. The surveys were counted and the microfiche were ordered in September 1984. The microfiche contractor delivered the last group of titles to LPS on October 2, 1984. The gaps for the 96th Congress 1st Session were mailed to the depository libraries who requested missing microfiche. This was mailed as two separate packages; and the second part should be received by the end of January 1985.

During the GODORT meetings in Dallas, Texas, the issue of depository library gaps in the 96th Congress, 2nd Session (96-2) Congressional Serial Set was raised. In an effort to determine the scope of this problem, LPS requested that depository libraries report their 96-2 requirements by September 30, 1984. After compiling the responses, LPS has found the problem to be quite limited. In fact, only 13.3% of the libraries reported gaps for the 2nd Session. Since the libraries did have enough notice to make a proper selection before the original 96th Congress 2nd Session microfiche were distributed, the number of libraries with any gaps is predictably small. And because the cost to the Government to provide the microfiche at this point would be approximately \$16,500, LPS will not be reissuing portions of the 96-2 Serial Set to fill depository library gaps.

The Serial Set dividers, title pages, and table of contents were distributed for 96-1 and 96-2 on shipping list M840917-1. These titles were mailed as a separate package to all libraries entitled to receive this material. Libraries which were not on the list of depository libraries, or which had not selected microfiche reports and documents for the 96th Congress at the end of 1978 were not entitled to receive this material. The dividers, tables of contents, and title pages, when filed into the proper section, will convert the individual reports and documents on microfiche into the U.S. Congressional Serial Set.

#### 97th Congressional Serial Set

The dividers for 97-1 and 97-2 were distributed on shipping list M841003-1.

The title pages and tables of contents for 97-1 and 97-2 in microfiche were distributed on shipping list M841217-12#.



# Fact Sheet

## MONTHLY CATALOG

The 1984 Cumulative Indexes have been printed and are presently in distribution.

Processing for the 1985 Periodicals Supplement has been completed; and the printed book is due at LPS on January 14, 1985. All records have been reviewed and updated; and the records for publications which have ceased have been deleted. There are new entries for the Local Climatological Data publications in the 1985 issue.

Processing for the monthly issues of the Monthly Catalog is on schedule. Both the January and February issues are in production. The Library Programs Service plans to publish the Monthly Catalog on schedule during the move from Alexandria to the main building of GPO. However, some initial 1985 catalogs will contain fewer records until LPS readjusts after the move.



## U.S. GOVERNMENT BOOKSTORES

in addition to the mail-order service provided by the Office of the Superintendent of Documents, U.S. Government Printing Office, there are retail bookstores in Washington, D.C., and several cities throughout the United States, each of which has in stock approximately 1,500 of our most popular titles. You are invited to stop in any time. The locations of these stores are shown below:

Atlanta Bookstore  
Room 100, Federal Building  
275 Peachtree Street NE.  
Atlanta, Georgia 30303  
Telephone: (404) 221-6947

Birmingham Bookstore  
9220 Parkway East-B  
Roebuck Shopping City  
Birmingham, Alabama 35206  
Telephone: (205) 254-1056

Boston Bookstore  
Room G-25  
John F. Kennedy Federal Building  
Sudbury Street  
Boston, Massachusetts 02203  
Telephone: (617) 223-6071

Chicago Bookstore  
Room 1463—14th Floor  
Everett McKinley Dirksen Building  
219 South Dearborn Street  
Chicago, Illinois 60604  
Telephone: (312) 353-5133

Cleveland Bookstore  
First Floor  
Federal Building  
1240 East 9th Street  
Cleveland, Ohio 44199  
Telephone: (612) 522-4922

Columbus Bookstore  
Federal Office Building  
200 North High Street  
Columbus, Ohio 43215  
Telephone: (612) 469-6956

Dallas Bookstore  
Room 1C50  
Federal Building—U.S. Courthouse  
1100 Commerce Street  
Dallas, Texas 75242  
Telephone: (214) 767-0076

Denver Bookstore  
Room 117  
Federal Building—U.S. Courthouse  
1961 Stout Street  
Denver, Colorado 80294  
Telephone: (303) 837-3964

Detroit Bookstore  
Patrick V. McNamara Federal Building  
477 Michigan Avenue, Suite 160  
Detroit, Michigan 48226  
Telephone: (313) 226-7816

Houston Bookstore  
45 College Center  
9319 Gulf Freeway  
Houston, Texas 77017  
Telephone: (713) 226-5453

Jacksonville Bookstore  
Room 158  
Federal Building  
400 West Bay Street  
Jacksonville, Florida 32202  
Telephone: (904) 791-3801

Kansas City Bookstore  
Room 144, Federal Office Building  
601 East 12th Street  
Kansas City, Missouri 64106  
Telephone: (816) 374-2160

U.S. Government Bookstore  
ARCO Plaza, C Level  
505 South Flower Street  
Los Angeles, Calif. 90071  
Telephone: (213) 688-5841

Milwaukee Bookstore  
Room 109  
Federal Building  
519 East Wisconsin Avenue  
Milwaukee, Wisconsin 53202  
Telephone: (414) 219-1304

New York Bookstore  
Room 110, Federal Building  
26 Federal Plaza  
New York, New York 10007  
Telephone: (212) 264-3825

Philadelphia Bookstore  
Federal Office Building  
Room 1214  
600 Arch Street  
Philadelphia, Pennsylvania  
Telephone: (215) 597-0677

Pittsburgh Bookstore  
Room 118, Federal Building  
1000 Liberty Avenue  
Pittsburgh, Pennsylvania 15222  
Telephone: (412) 261-7165

Pueblo Bookstore  
World Savings Building  
720 North Main Street  
Pueblo, Colorado 81003  
Telephone: (303) 544-3142

Pueblo Distribution Center  
Public Docs. Distribution Center  
P.O. Box 4007  
Pueblo, Colorado 81003  
Telephone: (303) 544-5277

San Francisco Bookstore  
Room 1023, Federal Office Building  
450 Golden Gate Avenue  
San Francisco, California 94102  
Telephone: (415) 556-0643

Seattle Bookstore  
Room 194  
Federal Building  
915 Second Avenue  
Seattle, Washington 98174  
Telephone: (206) 442-4270

### Washington, D.C., Area Bookstores

U.S. Government Printing Office  
710 North Capitol Street  
Washington, D.C. 20402  
Telephone: (202) 275-2091

Department of Commerce  
Room 1604, First Floor  
14th & E Streets NW.  
Washington, D.C. 20520  
Telephone: (202) 377-3527

Department of State  
Room 2817, North Lobby  
21st and C Streets NW.  
Washington, D.C. 20520  
Telephone: (202) 632-1437

Farragut West Bookstore  
Matomic Building  
1717 H Street, NW  
Washington, D.C. 20555  
Telephone: (202) 653-5075

Health and Human Services Bookstore  
Room 1528  
330 Independence Ave., SW  
Washington, D.C. 20201  
Telephone: (202) 472-7478

Laurel Bookstore  
8660 Cherry Lane  
Laurel, Maryland 20810  
Telephone: (301) 953-7974

Pentagon Bookstore  
Main Concourse, South End  
Washington, D.C. 20301  
Telephone: (703) 557-1821





# Fact Sheet

## STATISTICS: FISCAL YEAR 1985 - FIRST QUARTER

October 1, 1984 - December 31, 1984

Paper Titles Distributed.....	5,594
Microfiche Titles Distributed.....	6,238
Paper Copies Distributed.....	2,684,024
Microfiche Copies Distributed.....	2,560,407
Average Number of Libraries Selecting a Paper Title.....	480
Average Number of Libraries Selecting a Microfiche Title.....	410
Total Depository Libraries.....	1,388
Publications Cataloged by GPO Personnel.....	4,658
Publications Cataloged by Contractor Personnel.	2,700
Total Publications Cataloged by GPO.....	7,358
Backlog of Publications to be Cataloged.....	2,848
Paper Claims Received.....	14,713
Paper Claims Processed.....	14,172
Microfiche Claims Received.....	4,037
Microfiche Claims Processed.....	3,699
New Publications Acquired by Acquisitions.....	514
Publications Acquisitions Requested to be Reprinted.....	1,022
Publications Acquisitions Requested to be Reprinted but Pending.....	1,082
New Publications Surveyed.....	40

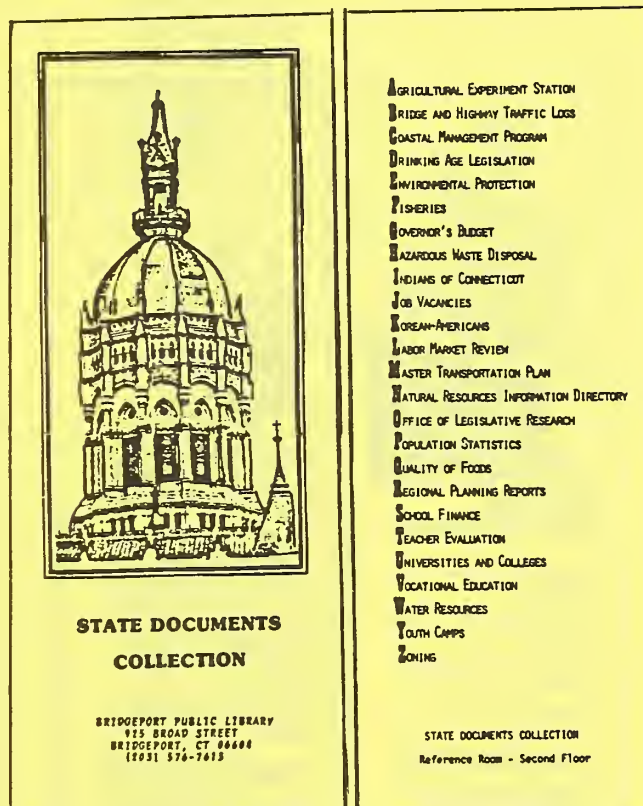
Paper Shipping Lists.....	291
Microfiche Shipping Lists.....	204
USGS/DMA Maps Distributed.....	932
Total Publications Classified by GPO.....	23,456
Backlog of Publications to be Classified.....	3,503

MARKETING YOUR LIBRARY  
PART 3

AN-v6n1-1/85

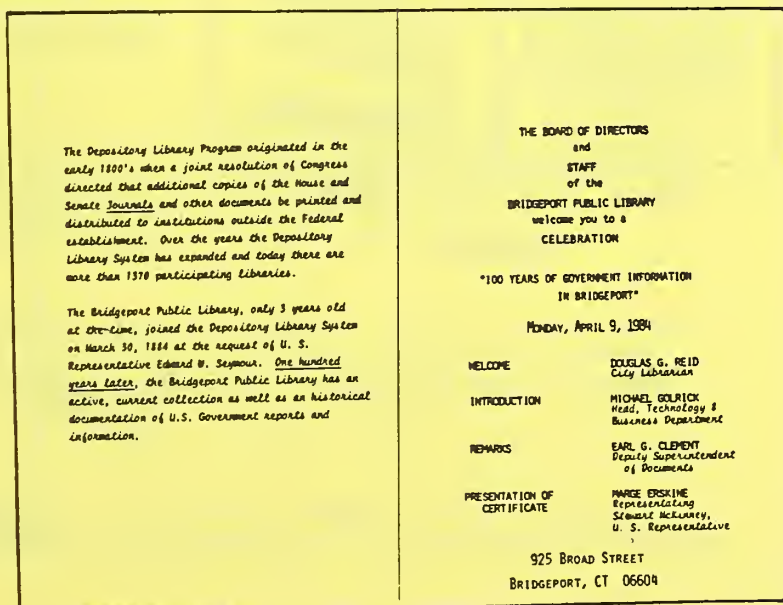
Over the past few months, I have been receiving materials from Depository Librarians who have developed many creative ideas to highlight their Government publications collections. For this column, I have gathered samples of their work, to share with you.

BETTY OLDHAM, Community Relations Librarian of Bridgeport Public, Conn. created these materials to celebrate her library's 100th anniversary as a Depository:



Cover and inside pages of the official Program printed for the anniversary activities

Bookmark

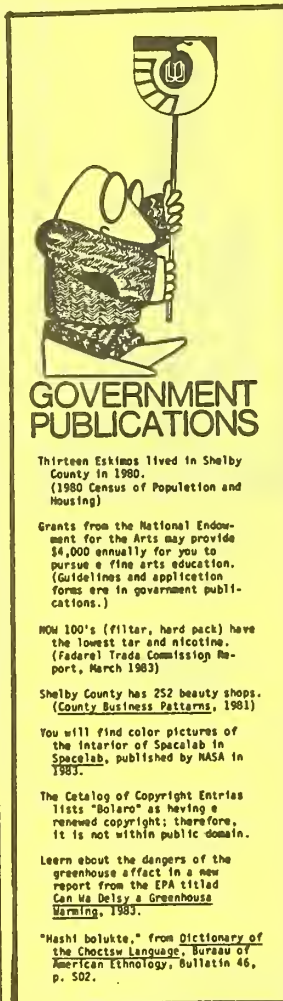




JAN CONDREN, of Memphis/Shelby County Public Library, Tenn., developed this bookmark and flier, as well as an 'Uncle Sam' display of popular titles and Depository brochures:

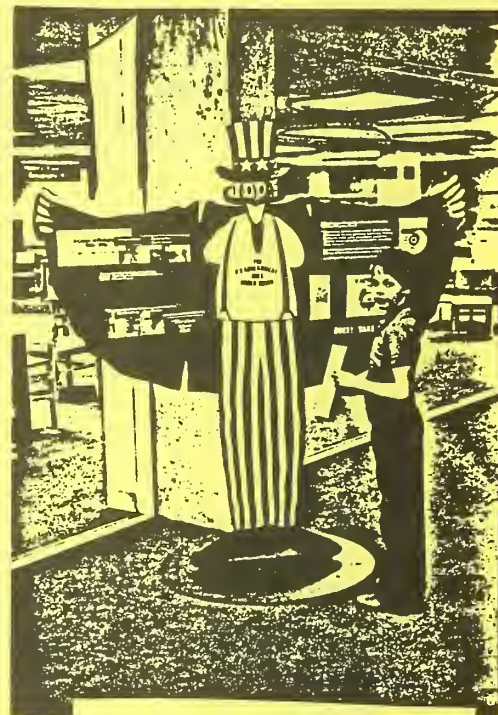


Front



Back

BOOKMARK



Uncle Sam's play-on-words tee shirt says:

The US Government  
Goes  
Under Cover



one-page  
flier



KEA JOLLEY, of Montana Tech Library, Butte, had the following articles printed in the local newspapers:

AN-v6n1-1/85

Written by Kea Jolley; published under Mrs. Bishop's byline as director of public services

*(student newspaper)*

6—The Technocrat, Friday, February 24, 1984



## Library Lingo

By JEAN BISHOP

Alcoholism? Abortion? Child Abuse? No matter what controversial topic that English Comp instructor has assigned you that HAS to be submitted by next week, have you considered going Upstairs? No, I don't mean the painless way, as in the theme from MASH; but upstairs, in the library — in documents.

Behind the window you will see a youthful-looking lady who claims to be 60 years old but touches up the grey in her hair. Her calm, pleasant smile belies years of locating research materials for desperate students.

Mrs. Jolley (her name) disparages the fact that there is no subject access for locating the proper documents by topic.

However, for the student who is patient enough to search through the "List of Classes of U.S. Government Publications" (the Bible of the document division), certain government departments, such as the HEW, can provide a wealth of information.

Searching for treasure trove in Documents does have its drawbacks. One must either know a SuDocs number (governmentalese for Superintendent-of-Documents) or a government author, such as the Department of Energy, in order to go unerringly to the proper shelf of documents.

Also, one must leave that comfortable cup of coffee or breakfast Danish in the SUB because — well, mice, one knows, may be among those being who stalk the stacks in search of treasure. Food and drink are most emphatically NOT welcome in Documents.

Montana Tech library participates in the Depository Library Program, established by Congress to allow the public free access to Government publications. Each year, depository libraries select titles from more than 25,000 new publications issued by our government.

Students can visit these libraries and use the Federal depository collection, finding information on careers, gardening, business opportunities, health and nutrition, government, and solar energy — to name only a few publications available.

Your support of the National Depository Library program is vital to its success. Don't forget to check with us next time Dr. McGuire assigns term papers.

## Tech offers federal info

Information on subjects from agriculture to zoology is available at 1,370 federal depository libraries around the United States, including Montana Tech.

Tech Documents Librarian Kea Jolley, who is trying to educate the public on the service, said federal agencies provide daily information that can be used by everyone.

The Government Printing Office sends the libraries books, journals, posters and maps. In return, the libraries provide free access to depository collections.

Publications cover diverse topics such as career development, gardening, solar energy, the environment, health care, history, science, business trends and the law.

Some of the more popular publications, according to Jolley, are the U.S. Government Manual, Monthly Labor Review, Statistical Abstract of the United States and the Congressional Record.

Each year, depository libraries select titles from more than 25,000 new publications issued by the Government Printing Office, Jolley said.

Fifty regional depository libraries receive every unclassified government publication that might be of public interest. The Tech library is a selective depository, receiving only publications appropriate to its collection.

For more information, call the Tech Library at 496-4288.

The Montana Standard, Butte, Thursday, January 26, 1984—3

JULIE SCHWARTZ of the Connecticut State Library, is sending a set of the Depository promotional materials and US Government Books catalogs to all the State government offices in Conn. requesting that they mention the Depository Program in their newsletters to local constituents.


FRANK WIHBEY of the University of Maine at Orono, places a complete set of Subject Bibliographies on a desk in a visible area of the library, under a sign entitled "Term Paper Starters". Copies of the SB indexes are also displayed.

FRANCES WEINSTEIN of Chicago Public Library, sends a steady flow of Depository bookmarks, brochures, and posters to all the branch libraries of Chicago Public.

KATHLEEN LEFEBRE, of New Mexico Tech, Socorro, is developing the following brochure for her patrons, which includes a brief description of the SuDocs classification system.

You can borrow most documents housed in the New Mexico Tech Library for a three week period. Documents of a reference nature and government periodicals may be used only within the library.


The New Mexico Tech Library issues special borrower cards to people without current New Mexico Tech student or staff I.D. cards. If you need a special borrower card ask for an application at the circulation desk. Applicants under eighteen years old must have a parent or guardian sign their application. Return the completed application at the circulation desk. Your special borrow card will be mailed to you. Present it when borrowing any library materials. The card expires December 31 and may be renewed any time after October 31.



(11/84)

## New Mexico Tech Library

### Government Documents



The Government Documents Department of the New Mexico Tech Library is located on the east floor to the right of the front entrance and contains United States, state, and foreign documents. The library is a partial depository for U.S. government publications and receives approximately 20% of the documents available through the depository program. The state and foreign documents collections primarily include publications of state and foreign geological surveys and mining agencies.

U.S. government publications include books, periodicals, pamphlets, posters, and maps covering every subject of public interest. Documents are essential historical and statistical sources for congressional activities, American history, business and labor, federal laws and regulations, scientific and technical data, and consumer information.

Most government publications are not listed in the card catalog. You can find U.S. government publication's call numbers in the government or government-related indexes located in the Reference Department or the Government Documents Department. These include

*Monthly Catalog of U.S. Government Publications.*  
*Index to U.S. Government Periodicals.*  
*Government Reports Announcements and Index.*  
*GPO Sales Publication Reference Plus.*  
*Subject Bibliographies.*

U.S. documents are arranged by the Superintendent of Documents (SuDoc) classification system. Each executive department and agency is assigned a letter symbol, such as "A" for Agriculture, "E" for Energy, and "S" for State. "T" is assigned to congressional publications. Further numerical subdivisions are assigned to reports of divisions within the main agencies. Examples are

Commerce	C
Patent and Trademark Office	C 81
National Bureau of Standards	C 13
Interior	I
Geological Survey	I 19
Bureau of Mines	I 28
NASA	NS
National Science Foundation	NS
Smithsonian Institution	SI

Many periodicals listed in *Index to U.S. Government Periodicals* are on display in the Government Documents Department.

Some U.S. documents are housed in the libraries of the Petroleum Research Recovery Center in the Kelly Building on the New Mexico Tech campus; Socorro Field Health Office, 216 Neal Avenue; and Socorro County Court House, 200 Church Avenue. Anyone may use the documents housed at these libraries.

State documents are arranged alphabetically by state and agency within the state. Foreign documents are arranged alphabetically by country and agency within the country.

As you can see, there is a tremendous variety of attractive and inventive ideas you can use to highlight your Depository collection. If you have some promotional ideas you would like to share with us, please feel free to send samples of your materials to me at the following address:

Marketing Librarian  
 US Government Printing Office  
 Stop: MK  
 Washington, DC 20401

\* I have also received letters from high school and junior high librarians wanting to know about Government publications of potential interest to their students. If you know of any particular titles you would recommend for junior/senior readers, I would appreciate hearing about them.

- Mary Lee O'Brien

UNITED STATES SENATE  
98th Congress

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Senate Committee Prints  
Listed in Numerical Sequence

1984, No. 21

December 1-15, 1984

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Number	Title	Committee
98-231	Books in Our Future	Joint Committee on the Library
*	* * *	* * *
98-252	Not yet authorized for printing	
98-253	Tax Reform	Joint Economic
98-254	Report Together with Proposed Resolutions	Temporary Select Committee to Study the Senate Committee System
98-255	Not yet authorized for printing	
98-256	Protecting Older Americans Against Overpayment of Income Taxes: (A Checklist of Deductions and Credits for Use in Taxable Year 1984)	Aging
98-257	Section 202 Housing for the Elderly and Handicapped: A National Survey	Aging



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98th Congress

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Senate Committee Prints  
Listed in Numerical Sequence

1984, No. 22

December 16-31, 1984

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Number	Title	Committee
98-258	Legislative and Executive Calendar No. 7 (Final Edition)	Judiciary
98-259	Not yet authorized for printing	
98-260	Provision of Federal Government Publications in Electronic Format to Depository Libraries (This item was printed with the incomplete designation S.Prt.260; the complete designation is S.Prt.98-260.)	Joint Committee on Printing
98-261	Energy Initiatives of the 97th Congress	Energy and Natural Resources
98-262	Expenditure Authorizations and Requirements for Senate Committees	Rules and Administration
98-263	Trade Policy Perspectives: Setting the Stage for 1985 Agricultural Legislation	Agriculture, Nutrition, and Forestry



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98th Congress

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1984, No. 23

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Number	Title	Committee
98-607, Pt.1	Foreign Assistance and Related Programs Appropriations for Fiscal Year 1985	Appropriations
98-724, Pt.6	Department of Defense Authorization for Appropriations for Fiscal Year 1985	Armed Services
98-724, Pt.7	Department of Defense Authorization for Appropriations for Fiscal Year 1985	Armed Services
98-1013	Tender Offer Practices and Corporate Director Responsibilities	Banking, Housing, and Urban Affairs
98-1083, Pt.1	Departments of Labor, Health and Human Services, Education and Related Agencies Appropriations for Fiscal Year 1985	Appropriations
*	* * * *	* * *
98-1114	Twenty-five Year Record of the Advisory Commission on Intergovernmental Relations	Governmental Affairs (Senate) Government Operations (House)
98-1115	Oversight on Issues Relating to the VA's Department of Medicine and Surgery	Veterans Affairs
98-1116	Alternatives to Tax on the Use of Heavy Trucks	Finance
98-1117	Implementation of Peer Review Organization (POR) Program	Finance
98-1118	Nomination (Lilly, Francis Xavier, to be Solicitor, U.S. Department of Labor)	Labor and Human Resources
98-1119	Oversight on the Taft-Hartley Act, the Railway Labor Act, and the National Labor Relations Act	Labor and Human Resources
98-1120	1984 Omnibus Territories	Energy and Natural Resources
98-1121	Legislative Branch Appropriations, Fiscal Year 1985	Appropriations

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Number	Title	Committee
98-1122	Adjustments in Medicare's Prospective Payment System	Finance
98-1123	The Malt Beverage Interbrand Competition Act	Judiciary
98-1124	Carter Presidential Library Proposal	Governmental Affairs
98-1125	To Establish a National Commission on Agricultural Trade and Export Policy	Governmental Affairs
98-1126	Authorizing Appropriations to the Nuclear Regulatory Commission (This hearing was printed without an identifying number; its correct designation is S.Hrg.98-1126.)	Energy and Natural Resources
98-1127	Voluntary School Prayer Constitutional Amendment	Judiciary
98-1128	Oversight--Job Training Partnership Act (Field hearing held in Jackson, MS.)	Labor and Human Resources
98-1129	New Directions for Agriculture: The Science and Technology of the Future	Joint Economic
98-1130	Tax Treatment of Property Leased by a Tax Exempt Entity to Certain Correctional Facilities	Finance
98-1131	Line-Item Veto	Judiciary
98-1132	Oversight of Social Security Continuing Reviews: Effect and Impact on Administrative Law Judges and Individual Beneficiaries	Governmental Affairs
98-1133	Nomination of William W. Hoover to be Assistant Secretary of Energy (Defense Programs)	Armed Services
98-1134	Library of Congress Mass Book Deacidification Facility	Rules and Administration
98-1135	Preventive Detention of Juveniles	Judiciary

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Number	Title	Committee
98-1136	The Taxpayer Antitrust Enforcement Act of 1983 (Illinois Brick)	Judiciary
98-1137, Pt.2	Civil Rights Act of 1984	Labor and Human Resources
98-1138	Longevity and the Lifestyle of the Older Individual	Labor and Human Resources
98-1139	Recruitment and Retention Readiness Act of 1983 and Other Legislative Initiatives for the All-Volunteer Force	Veterans Affairs
98-1140	Emergency Preparedness in the Washington Metropolitan Area	Governmental Affairs

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Number	Title	Committee
98-994, Pt.3	Agriculture, Rural Development, and Related Agencies Appropriations for Fiscal Year 1985	Appropriations
98-1137, Pt.1	Civil Rights Act of 1984	Labor and Human Resources
*	* * * *	* * *
98-1141	Oversight of the National Highway Traffic Safety Administration	Commerce, Science, and Transportation
98-1142	Spare Parts Legislation	Armed Services
98-1143	District of Columbia Appropriations for Fiscal Year 1985	Appropriations
98-1144	Nonmarket Economy Imports Legislation	Finance
98-1145	State of the U.S. Automobile Industry	Finance
98-1146	Annual Report of the Postmaster General	Governmental Affairs
98-1147, Pt.1	Privatization of the Federal Government	Joint Economic
98-1148, Pt.1	Fringe Benefits	Finance
98-1148, Pt.2	Fringe Benefits	Finance
98-1149	Imputed Interest Rules	Finance
98-1150, Pt.1	Major Tax Reform Options (This item was printed with the incomplete designation S.Hrg.98-1150; the complete designation is S.Hrg.98-1150,Pt.1.)	Finance
98-1151	Health Care Cost Containment Strategies	Labor and Human Resources
98-1152	Reauthorization of the National Science Foundation, 1985	Labor and Human Resources



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Number	Title	Committee
98-1153	Job Corps Amendments of 1984	Labor and Human Resources
98-1154	State Severance Taxes	Finance
98-1155	National Minimum Drinking Age	Labor and Human Resources
98-1156	Increasing Productivity and Administrability of the Tax Code	Finance
98-1157	Low-Cost Housing for the Elderly: Surplus Lands and Private-Sector Initiatives (Field hearing held in Sacramento, CA)	Aging
98-1158	Regulation of Coal Mining on Indian Reservation Lands	Indian Affairs

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Senate Publications  
Listed in Numerical Sequence

1984, No. 6

November 16 through December 15, 1984

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Number	Title	Source
98-24	Tributes to the Honorable William F. Hildenbrand, Secretary of the Senate, in the United States Senate	Secretary of the Senate

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